

## **Format and Guideline for the Preparation of an Annual Environmental Management Report: SMALL MINE VERSION**

*This form may be used as an alternative to the format described in the Department's **Guidelines to the Mining, Rehabilitation and Environmental Management Process**. The form is suitable for mines:*

- *with less than 4 hectares of total disturbance at any time during the MOP period.*
- *which do not use dangerous or hazardous chemicals, or store greater than 600 litres of diesel fuel on the mine site*
- *which do not have or require an EPA pollution control licence, or have a dam prescribed under the Dam Safety Act.*
- *where the primary environmentally significant issues are erosion and sediment control, and rehabilitation,*
- *are free of acid mine drainage and possible contamination problems*
- *without Aboriginal or historic heritage issues*

*At the discretion of NSW Trade & Investment – Division of Resources & Energy (the Department) the form may be used for some sites which do not meet these criteria.*

### **ANNUAL ENVIRONMENTAL MANAGEMENT REPORTING**

Each mine operator in NSW is required to develop a Mining Operations Plan (MOP) that applies current best mining practice to achieve agreed environmental outcomes. Site activities must not be undertaken other than in accordance with an accepted MOP. The publication "Guidelines to the Mining, Rehabilitation and Environmental; Management Process" gives further detail of the context and regulatory framework which guides a MOP.

Progress against the MOP, and environmental performance in general, is reported each year through an Annual Environmental Management Report. The AEMR does not need to repeat information previously documented in the MOP

Changes of timing or scheduling, and minor deviations from the MOP that occur during the course of mining can be accommodated by annual review without a need to redraft and submit the MOP document.

### **COMPLETION GUIDELINES**

The form may be filled in by hand or typed. A MSword version is available on request.

As this guide applies regardless of the stage in the mine life cycle and the nature of operations, there may be some sections which are not relevant to a specific mine site and may be noted as not applicable.

Completed forms should be sent to your Departmental contact or:

Administration Officer,  
Environmental Sustainability Unit  
NSW Trade & Investment – Division of Resources & Energy

PO Box 344  
Hunter Region Mail Centre NSW 2310

### PLANS REQUIRED

A plan, current at the end of the reporting period, of the same scale and with equivalent information to the plans provided with the MOP must be provided.

Where final rehabilitation outcomes have been further developed since the MOP was submitted or since the previous AEMR, and amended version of the "Final Rehabilitation" plan should also be included with the AEMR. If available, provide photographs to illustrate operations and environmental performance.

All plans must show

- the name of the mine;
- a graphical scale;
- boundaries of leases;
- cadastral information (land ownership boundaries);
- a title block showing the date of preparation of the plan, title and number;
- signature of the person responsible for the plan.

### ANNUAL ENVIRONMENTAL MANAGEMENT REPORT FOR SMALL MINES

#### Title Details

**Name of mine** .....

**Mining Titles/Leases** ..... **Expiry Date** .....

**Name of leaseholder** .....

**Name of mine operator (if different)** .....

**Postal Address** .....

.....

.....

**Telephone/fax/email** .....

#### Land Ownership and Land Use Boundaries

Land Owner/Occupier (if the Crown, state agency)	Tenure, (freehold/leasehold)	Premining landuse
.....	.....	.....
.....	.....	.....

**Consents and Licences**

Local Council Area .....

Development Consent: granted [ ] required but not granted [ ] not required [ ]

Do licences granted by other agencies apply to the mine activities? yes[.....] no[.....]

EPA [.....] NPWS [.....] NPWS [.....] Dam Safety [.....] Other [.....].....

**MOP and AEMR Period**

MOP Commencement Date ..... Completion date (nominal) .....

AEMR Start Date ..... End date .....

**Comments** .....  
.....  
.....

**Signatures**

**Leaseholder**

**Environmental Officer**

Signature .....

Signature.....

Name .....

Name .....

Date.....

Date .....





**TABLE 2: Rehabilitation Summary**

		Cumulative Area Affected (hectares)		
		To date	Last report	Next Report (estimated)
<b>A: MINE LEASE AREA</b>				
<b>A1</b>	Mine Lease(s) Area			
<b>B: DISTURBED AREAS</b>				
<b>B1</b>	Infrastructure area other disturbed areas to be rehabilitated at closure including facilities, roads			
<b>B2:</b>	Active Mining Area excluding items B3 - B5 below			
<b>B3</b>	Waste emplacements, active/unshaped/in or out-of-pit			
<b>B4</b>	Tailings emplacements, active/unshaped/uncapped			
<b>B5</b>	Shaped waste emplacement (awaits final vegetation)			
<b>ALL DISTURBED AREAS</b>				F1
<b>C REHABILITATION PROGRESS</b>				
<b>C1</b>	Total Rehabilitated area (except for maintenance)			F2
<b>DC: REHABILITATION ON SLOPES</b>				
<b>D1</b>	10 to 18 degrees			
<b>D2</b>	Greater than 18 degrees			
<b>E: SURFACE OF REHABILITATED LAND</b>				
<b>E1</b>	Pasture and grasses			
<b>E2</b>	Native forest/ecosystems			
<b>E3</b>	Plantations and crops			
<b>E4</b>	Other (include nonvegetative outcomes)			

**TABLE 3: Maintenance Activities On Rehabilitated Land**

(This period's activities and activities proposed in the next reporting period)

NATURE OF TREATMENT	Area Treated (ha)		Comment/control strategies/ treatment detail
	Report period	Next period	
<b>Additional erosion control works</b> (drains re-contouring, rock protection)			
<b>Re-covering</b> (detail - further topsoil, subsoil sealing etc)			
<b>Soil treatment</b> (detail - fertiliser, lime, gypsum etc)			
<b>Treatment/Management</b> (detail - grazing, cropping, slashing etc)			
<b>Re-seeding/Replanting</b> (detail - species density, season etc)			
<b>Adversely Affected by Weeds</b> (detail - type and treatment)			
<b>Feral animal control</b> (detail - additional fencing, trapping, baiting etc)			



### **Complaints and Liaison**

Summarise environmental complaints, and community and land occupier liaison.

<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
----------------------------------------------------------------------------------------------------------------------

For further information and contact details see [www.minerals.nsw.gov.au](http://www.minerals.nsw.gov.au)

Telephone (02) 4931 6605 Email [minres.environment@industry.nsw.gov.au](mailto:minres.environment@industry.nsw.gov.au)